

Biomass Combustion Full Service Installer Questionnaire

Introduction

Focus on Energy maintains a listing of companies offering full services for installation of biomass combustion systems in Wisconsin.

The Focus on Energy listing is intended to assist customers in locating firms active in Wisconsin, providing services toward the installation of a biomass combustion system for non-residential use. Listing does not imply recommendation or endorsement by the Focus on Energy program.

In order to ensure that all listed firms meet the same criteria, the Focus on Energy Program requests that a questionnaire be filled out and returned. ***Firms that do not have an existing track record of participation in installations in Wisconsin or the Midwest, have a majority of unfavorable customer references and/or do not provide warranties will not be listed.*** Other information requested may be noted as description on the Focus on Energy listing. You will be informed on whether your firm will be listed.

Instructions:

Please fill out the following questionnaire.

- Fill out the full questionnaire if your firm does full service, including maintenance (or provides contracted maintenance).
- If your firm provides partial or supporting services, fill out the questionnaire and provide explanatory comments as necessary.

Does your firm provide full service installation or does it provide consulting services to assist in the planning and implementation of biomass combustion system projects?

Full service installation

Engineering consultation

Business Name:

Contact Person for Listing:

Address:

Phone:

Email:

Website:

Fax:

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Installer Services Questionnaire:

Does your firm provide general contracting services for biomass combustion energy projects?

- Yes No (note follow-up instructions below)

Comments: _____

If you are not a general contractor for biomass combustion energy projects, please describe your firm's accessory services.

Please categorize the services that you offer for biomass combustion projects, e.g. technical or engineering feasibility studies, engineering plans.

Which of the following characterize your firm's offerings: design, design-build, build?
Check all that apply.

- will design design-build build only other services only (describe)

What type(s) of biomass combustion systems does your firm construct?
Check all that apply.

- pellet wood chip other (describe)

Are you registered with the Wisconsin Department of Financial Institutions? If not, please provide the state where your business is registered.

- State of Wisconsin Other state _____

- No Registration with any state

Provide at least two or more locations in Wisconsin where you have been involved in a biomass combustion system installation for energy production in the past three years (If you have never been involved in an installation in Wisconsin, list nearest locations).

1.

2.

3.

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Provide two or more customer references for biomass combustion system projects that produce usable energy, in which you have been involved. Specify the type of energy the project produces (electricity, heat, or combinations of forms).

Customer 1. electricity heat

Customer 2. electricity heat

Customer 3. electricity heat

Please list warranties provided. At a minimum do you provide a one year equipment warranty and a two year performance warranty on systems that your firm supplies (required for Focus grants)?

Yes No

Describe Warranties: _____

How many biomass combustion systems have you installed or have participated in as a contractor? List total number and how many of those were in the Midwest.

Total systems _____
Total systems in the Midwest _____

Do you repair systems that your firm installed after the warranty period is over? Does your firm provide maintenance or does it contract for maintenance?

Yes, we service systems that we install No, we contract maintenance services
 No, the customer is responsible for maintenance

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Do you provide customer training to operate and maintain the system? Check all that apply.

- customer and customer staff training
- maintenance manual, operational documents and written information on all equipment installed
- a maintenance log (paper or electronic)
- we only supply manufacturers documents

Comments: _____

Have you worked directly with local permitting officials and utility representatives when installing similar systems in the past?

- we have experience assisting customers with all permits and utility interconnection
- we do not provide assistance with permitting or utility interconnection

Comments: _____

Does your firm have business liability insurance?

- Yes
- No

Does your firm have professional liability (errors and omissions type) insurance?

- Yes
- No

Has your firm or any of the firm's owners or officers been involved in any lawsuits in the past five years?

- Yes
- No

Comments: _____

Has your firm or any of the firm's owners or officers been in bankruptcy or insolvency proceedings that could have a material adverse impact on biomass combustion projects you construct?

- Yes
- No

Comments: _____

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Do you perform studies for customers?

- technical feasibility financial feasibility no study services

Do you provide grant application services?

- yes no limited services

Comments: _____

Is your business territory Wisconsin only, regional-Midwest, national or international?

- Wisconsin only regional – Midwest national international
-

Person Applying on Behalf of Company: _____

Applicant Signature: _____

Title or Position at Company: _____

Date: _____

**Please send completed questionnaires to:
Focus on Energy – Full Service Installer
1035 Kepler Drive
Green Bay, WI 54311
terry.stebor@aecom.com**